DEFINITIONS

BASIS OF ACCEPTANCE:

Acceptance Sampling and Testing: Sampling and testing of a material to determine compliance with specification requirements prior to incorporation into the project.

Tested Stock: Special case of acceptance testing where a defined quantity (batch, lot, tank, etc.) of material at the manufacturer or distributor is tested and approved in a prescribed manner. This material may then be shipped to any MDOT project until approved quantity is depleted.

Certification: Documentation which must accompany material to the jobsite. Applies only to materials which have a proven track record of meeting physical and chemical specification requirements; and the company has met the requirements of a approved manufacturer/supplier. Types of Certification vary with different materials and are explained on the next page.

Qualified Product: Generally products which often contain proprietary elements. Products are tested and/or evaluated by C&T and found to meet performance or other specification requirements annually. A Qualified Products List (QPL) of these products is maintained in the Materials Source Guide.

VI (Visual Inspection): Some materials may be visually inspected by MDOT personnel for acceptance or rejection, up to maximum VI quantities as indicated for that material, per item, per project.
(NOTE: All materials should be visually inspected prior to incorporation into the job without quantity limit, and may be rejected on that basis even though material may be acceptable on another basis.)

SAMPLING FREQUENCY: (If Required)

Amount of material or number of items which require a sample when submitting material to C&T for testing.

SIZE OF SAMPLE:

Minimum size of sample required for testing.

MAXIMUM FOR VI:

Maximum amount of material which can be accepted by visual inspection for each material, per item, per project.

REMARKS:

Special notes pertaining to individual materials.

SPECIAL INSTRUCTIONS:

More detailed information pertaining to particular types of materials, and referenced in "Remarks" or listed in the materials sampling guide

Certification Documentation

Where more than one piece of paper is included in the certification document, all pages must be numbered (___ of ___) and include Contract I.D. in order to reunite them should they become separated.

Upon delivery to a supplier, all certified material, either bundled or palleted, shall be stenciled, stamped or otherwise identified as per ASTM, AASHTO, or MDOT specification to allow the manufacturer's material to be recognized and checked against the manufacturers certification documentation

All **General Certification** documents must consist of all of the following:

A list of all applicable specifications (ASTM, AASHTO, MDOT or other designations as appropriate) which the material is certified to meet.
Any applicable specification modifier such as class, grade, type, etc.
A statement, signed by a responsible representative of the manufacturer or supplier, that the material represented by the certification meets all MDOT listed specification requirements.
If material is certified by an Approved supplier, the manufacturer's name must be included on the certification.
Contract number (Control Section/Project Number).
Date of shipment.
Name of Contractor.
Name of material (MDOT designation).
Identification markings on shipment as required by Section 3.2
Quantity of material represented by the certification.

Test Data Certification - When this certification is specified as the basis of acceptance in the Materials Table, in addition to the requirements of a General Certification, the following information must also be included:

Laboratory test report(s) for samples obtained from the lot(s) of material represented by the certification and tested according to applicable specifications.

Certifications Distribution

Certification documents must be distributed as follows:

Two copies must accompany the shipment, one for Contractors files and one for the Project Engineers office. The contractor is ultimately responsible for all materials documentation to the Project Engineers office.
Plus one copy must be mailed or faxed on date of shipment, to:

Mailing address;

Michigan Department of Transportation
Construction and Technology Division
Materials Control
P. O. Box 30049
Lansing, Michigan 48909

Fascimile: (517) 322-5664